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NOTICE

NO.

HONOR AWARDS

PERSONNEL
21 May 1953

CIA HONOR AWARDS PROGRAM

Reference: R

1. In accordance with the referenced Regulation, the Agency may grant honor awards to CIA personnel who perform acts of valor or exemplary achievement in the national security interest. To this end, the CIA Honor Awards Board has been created to set the standards for Agency awards, and to make recommendations to the Director for his approval.

2. The principle of recognizing individuals for deeds performed above and beyond the call of duty is traditional. Deeds requiring a high order of personal courage have been and will be performed by CIA personnel who are engaged in the support of United States intelligence activities. Similarly, CIA individuals have made and will make singularly important and highly significant contributions of a nonvalorous nature to the national intelligence effort. Although the anonymity demanded by Agency activities militates against overt forms of recognition, certain honor awards are available which will meet security considerations so that deserving personnel may receive special recognition.

3. Awards Presently Available

a. National Security Medal

On 19 January 1953, the President, by Executive Order 10431, established the National Security Medal to be awarded for an outstanding contribution to the United States intelligence effort. The Medal will be awarded for "exceptionally meritorious service performed in a position of high responsibility" or for "an act of valor requiring personal courage of a high degree and complete disregard of personal safety." The National Security Medal may be awarded to civilians or to military personnel.

b. Medal of Freedom

(1) The President, by Executive Orders 9586 and 10336, established the Medal of Freedom to be awarded for performance of a meritorious act or service which

(a) in time of war, has aided the United States or an ally against an enemy or enemies.

(b) during any period of national emergency, has furthered the interests of the security of the United States or its allies.

(c) under special circumstance, without regard to the existence of a state of war or national emergency, has furthered the interests of the security of the United States.

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(2) The Medal of Freedom may not be awarded for any act or service performed within the continental limits of the United States nor to a member of the Armed Forces of the United States.

c. Military Awards

Active duty military personnel assigned to or detailed to the Agency may be recommended for appropriate military awards. In general, civilians and reserve personnel not on active military duty are not eligible for military awards.

4. Submission of Nominations

a. Nominations for Honor Awards may originate at any administrative echelon.

b. All nominations shall be forwarded to the CIA Honor Awards Board through the Executive Secretary, CIA Career Service Board with endorsement by the appropriate Assistant Director or Office head. Nominations affecting CIA military personnel will be coordinated by the CIA Honor Awards Board with the Military Personnel Division of the Personnel Office.

c. Each nomination shall be submitted either on AGO Form No. 638 "Recommendation for Award - Meritorious Achievement or Service" or AGO Form No. 639 "Recommendation for Award - Heroism" and should be accompanied by supporting data, if necessary, so as to afford the CIA Honor Awards Board sufficient information on which to base its recommendations. The above Forms are available from the Executive Secretary, CIA Career Service Board.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

WALTER REID WOLF
Deputy Director
(Administration)

DISTRIBUTION: All Employees